

## MINUTES

Regular Meeting

June 17, 2008

### I. CALL TO ORDER AND INTRODUCTION OF GUESTS

The meeting was called to order by Chairman Rice at 10:00 a.m. in the Mezzanine Conference Room of the Fort Jackson Building, Waynesburg, PA. Directors present were J. Robert Rice, Chairman; Bradley Eisiminger, Vice Chairman; Tom Headlee, Treasurer; Jim Cowell, Secretary; Dave Coder, Commissioner Representative; Archie Trader, Director; and Jim Kenney, Director. Guests and District staff in attendance included John Scott, Regional Director, Department of Agriculture; Bobbi Bailey, RC&D Coordinator, Penn's Corner; Suzy Petery, SDC, NRCS; Chris Hardie, Planner, Economic Development; Ralph Bell, Guest; Lisa Snider, Assistant District Manager/Watershed Specialist; Laurel Rush, Ag Manager; Todd Klaner, Resource Specialist; Mary Jane Kent, Administrative Assistant to Program Support; April VanDruff, Intern; and Becky Salosky, Fiscal Officer.

### II. PUBLIC COMMENTS

Laurel announced that an article featuring the Cowell Farm appeared in the May 30<sup>th</sup> edition of Lancaster Farming.

### III. REPORTS FROM COOPERATING AGENCIES AND GUESTS

Suzy Petery – Suzy reported that there is finally a Farm Bill and she distributed an overview of the conservation portion. She said that most conservation programs were reauthorized and many were enhanced.

Bobbi Bailey – Bobbi thanked the board for the appointment of Jim Cowell to the RC&D Executive Council.

Since reports were being given, Chairman Rice asked the District staff for their reports at this time. Mary Jane began and distributed minutes of the Dirt and Gravel Roads Quality Assurance Board meeting of May 29<sup>th</sup>. Further discussion of this matter will be done under New Business.

In addition to his monthly report, Todd stated that he attended last month's meeting of the Greene County Planning Commission and they have requested that he attend future meetings as well. He also said that Bill Wentzel has been a real asset to him with his thoroughness in inspections and reporting.

Lisa reported that Dustin Teegarden, West Nile Virus Coordinator, is attending Pesticide Training in Harrisburg.

John Scott - John said that he continues to talk to officials in Harrisburg regarding Johnes Disease and that the last report he received was that they would discuss it at the Animal Health Commission. Officials would like to address how large is the threat and how long the virus can live. He also said that discussion of this matter originated in Greene County and many were not aware of the problem. Mr. Kenney stated that he would like to see a design for a decontamination facility and what is involved in the decontamination of the vehicles. Mr. Scott will get further information.

Laurel announced that the Greene County Emergency Management Service and the PA Department of Health will be hosting a symposium, "How would your Business Deal with a Pandemic or other Disaster". The event will be held on July 17<sup>th</sup>, at the Stover Center. There is no charge, but registration is required through Greg Leathers.

Laurel distributed information regarding the services that the University of Pittsburgh's Small Business Office offers to entrepreneurs.

IV. APPROVAL OF MINUTES

**On a motion by Tom Headlee and a second by Archie Trader, the minutes of the May meeting were approved as mailed. (Motion Passed)**

V. TREASURER'S REPORTS

**On a motion by Jim Cowell and a second by Jim Kenney, the Treasurer's Reports were approved with the following additions.**

General Fund

Ck# 324 Penn State – Conservation Leadership School - \$495.00

NPDES/CWF

Ck# 166 Todd Klaner – Expenses - \$63.63

West Nile Virus

Ck# 194 Bio Quip – Traps - \$966.07

Ck# 195 Clarke Mosquito - \$1008.40

Ck# 196 Clarke Mosquito - \$412.83

As approved at the last meeting, Becky reported that Judy Gardner's name was taken off the account at First National Bank and replaced with Mr. Trader. All necessary signatures have been obtained with the exception of Jim Kenney and he will go to the bank following the meeting.

Regarding the West Nile Virus account, Becky informed the board that \$25,000 is due to the General Fund for reimbursement for working capitol.

**After discussion, a motion was made by Tom Headlee to deposit the \$25,000 in the account at First National Bank. Archie Trader seconded. (Motion Passed)**

#### VI. CORRESPONDENCE

- a. Laurel stated that a thank you note was received from the Cambria County Grassland Team, the winners of the Grassland Evaluation Contest, for our donation.
- b. Laurel reported that the State Envirothon Board is seeking directors.
- c. Laurel stated that a letter was received regarding the Gypsy Moth Program. In order to be eligible for the 2009 program, a meeting must be attended by a county representative. After speaking to Ralph Campbell, she made a reservation to attend the meeting on June 25<sup>th</sup> in Clearfield County.
- d. **A motion was made by Jim Kenney to pay the WPCAMR dues of \$100.00. Archie Trader seconded. (Motion Passed)**

#### VII. REQUESTS FOR ASSISTANCE

No Requests for Assistance forms were received.

At a previous meeting, the Hughes Mini Grant Application for a diversion repair was accepted. Since that time, Suzy and Laurel have visited the site and found that a diversion repair may not be the solution to the problem. The site was found to have a wet area which they feel can be improved by a spring development. The application has been revised and was presented for approval.

**A motion was made by Tom Headlee to approve this mini grant with the noted changes. Jim Cowell seconded. (Motion Passed)**

#### VIII. OLD BUSINESS

- a. Laurel reported that she spoke to all directors to gather their comments regarding the Comprehensive Plan and she presented a letter outlining those comments. Some of the highlights were the inclusion of the Waynesburg Livestock Auction and Greene County Farm Bureau. There was no cross referencing of Agri-Tourism in the Comp Plan and Recreation Plan. The agricultural security area acreages were corrected and the inclusion of a USDA certified processor. The County Animal Response Team nor bio security were not mentioned and were added.
- b. Upon Robbie's request, the Agri Tourism Section of the Recreation Plan was also reviewed and some of those comments follow. Agri-Tourism is underrepresented in section two, inventory and analysis, and it was suggested that a list of agri tourism opportunities be included in the guides and maps.
- c. Mr. Kenney said that a committee meeting was held with Laurel to discuss the purchase of a lime spreader. He received the following quotes for a Stoltzfus, Orchard Model spreader with a low profile, wide gear and surge brakes. Purchased direct from the factory \$12,900, Ross Tractor through Bill King, \$12,000 including delivery. He also checked on different brands, but one does not have the option of the wide gear and the other is that the shipping cost is \$1,200. Commissioner Coder cautioned that anything over \$10,000 must be specified precisely and put out for bids. He advised the Committee to write the specs to include exactly what is desired and he recommended that Dave Balint, Controller, be consulted. Where the spreader will be stored, how it will be rented, and insurance were also discussed. Mr. Kenney said that Jim Cowell has volunteered to store the unit, and as Washington County does with their rental, an inspection will be made between farms. After speaking to other Districts, Laurel found that the insurance usually is covered under the farmer's policy. Mr. Kenney also said that they discussed putting a limit on the size of the tractor.
- d. Lisa reported that only one application was received from Luke Cumpston for the Conservation Leadership School. The sophomore at Carmichaels High School will be attending the second session, July 6-12.
- e. Laurel gave an update on the Appalachian Grazing Conference. At the last Project Grass meeting, they voted to support the conference. A letter will be sent to all Conservation Districts requesting support of the program.
- f. Becky said that the Observer Reporter Subscription has been ordered and should be received soon.

- g. A bell chime for the office entrance has been purchased from Wayne Lumber, but at times does not work. Mr. Trader suggested that we return the chime and try another.
- h. Chairman Rice asked the status of the Grinnage Run Redesignation. Lisa said that there was nothing new to report.

IX. NEW BUSINESS

- a. Laurel reported that she has revised the Memorandum of Understanding with the County and mailed it to the directors for their review. She noted some of the changes such as the addition of the lease of a vehicle from the county for the West Nile Virus Program. The cost to lease the vehicle, a truck, from the county would be \$300 per week or \$1,200 per month. The Enterprise rate is \$306 per week. It was also suggested that a cover “cap” be on the vehicle. After checking with Justin, of Economic Development, Laurel said that the vehicle would primarily be used for the West Nile Virus program for approximately 9 months with fueling through the county. Thereafter, the vehicle would be available for other conservation district activities through lease. Laurel requested approval of the Memo with the \$1,200 lease rate and the date changes.

**A motion was made by Tom Headlee to approve the Memo with the changes. Jim Kenney seconded. (Motion Passed)**

- b. Laurel reported that the Application for the Conservation District Fund Allocation Program (CDFAP) has been received for the 08-09 fiscal year. She is working with Chris in payroll to acquire the salary information to meet the July 31<sup>st</sup> deadline.
- c. The next of business discussed was the Dirt and Gravel Roads Program. Mary Jane had previously distributed the minutes of the Dirt and Gravel Roads QAB Board meeting (attached) which she further explained. She said that about all the projects listed in the minutes can be funded and that a meeting will be held with each of the municipalities on June 19<sup>th</sup> to review the contracts. Lisa explained that there were some minor changes made to the contracts in the field. It was also mentioned that Greene County will be sponsoring an Environmentally Sensitive Roads Training in November for program certification.

**A motion was made by Archie Trader to approve the contracts as listed in the minutes with a maximum 10% of increases. Bradley Eisiminger seconded. (Motion Passed)**

- d. Lisa presented the Dirt and Gravel Roads Agreement for July 1, 2007 through June 30, 2013. She said that this year's allocation will be \$37,805 which will be available after the budget is signed.

**After discussion, a motion was made by Tom Headlee to approve the agreement and Jim Kenney seconded. (Motion Passed)**

- e. Lisa also brought up the next item of business, the Floodplain Monitoring Program. She presented the agreement for the \$33,000 contract for a 3 year period. Requirements for the first year are to publicize and maintain a library, conduct a preliminary review of borough and township ordinances, conduct one county workshop, conduct preliminary interviews with the townships, and conduct community assistance visits. Lisa said that funding is available for staff and interns who will be used to assist in the project. A 30 day notice is all that is required should we wish to cease the contract. Lisa stressed the importance of the program stating that if ordinances are not followed, flood insurance can be taken away.

**After discussion, a motion was made by Dave Coder to approve the contract and Archie Trader seconded. (Motion Passed)**

- f. As discussed at a previous meeting, application was made for a PACD Mini Grant for \$3,000 to fund the Conservation Farmer sign project. Laurel said that PACD has agreed to fund the education portion of the grant, but not the purchase of the signs. The cost of the signs is \$716.00 making our total cost including in kind services to be about \$1,700.

**A motion was made by Archie Trader to proceed with the grant with the District funding the signs. Tom Headlee seconded. (Motion Passed)**

- g. Laurel said that the state requirement for the submission of an annual report was completed through the summary that had been written for presentation at the Annual Awards Luncheon.
- h. The next item discussed was the PACD Joint Annual Conference to be held July 27-30 in State College. Laurel and Mr. Cowell both expressed an interest in attending.

**A motion was made by Jim Kenney to approve the expenditure of registration and expenses for any director or**

**staff who wish to attend the conference. Archie Trader seconded. (Motion Passed)**

- i. **On a motion by Archie Trader, approval was granted to Laurel and April to attend the Nutrient Management Conference with a \$20.00 per person registration fee on July 1<sup>st</sup> at Rock Springs. Jim Cowell seconded. (Motion Passed)**
- j. Todd asked the board for permission to purchase a bookcase and chair for around \$400.00.

**A motion was made by Archie Trader to grant approval to Todd to purchase a bookcase and a chair. Jim Cowell seconded. (Motion Passed)**

- k. Jim Cowell reported that he attended the Penn's Corner RC&D meeting yesterday where he learned that poor attendance has resulted in the lack of a quorum at many meetings. He also said that in the future, if a proposal is presented and no one from the county is present to explain, that it will be put one hold until someone attends.
- l. Chris Hardie thanked the board for their comments on the Comprehensive and Recreation Plans and said that our comments will be included with the municipalities. Also, Chris printed out the new "Nexus Greene" notice sheet. Lastly, Chris reported that they will be meeting with the Emergency Management Service to review the Floodplain Monitoring Program with them.

X. DISCUSSION OF STAFF REPORTS

Staff reports were previously discussed.

XI. The next Regular Meeting will be July 15<sup>th</sup>

XII. ADJOURNMENT

With no further business to discuss, the meeting was declared adjourned by Chairman Rice at 11:40 a.m.

Respectfully submitted,

Rebecca K. Salosky  
Fiscal Officer

